

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: BUILDING PERMITS & INSPECTIONS

AGENDA DATE: DECEMBER 7, 2004

CONTACT PERSON/PHONE: JODY L. STICE -

DISTRICT(S) AFFECTED: 3 & 5

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what?
Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Discussion and action on the request of the 1320 Club of El Paso Texas to hold its 4th Annual Car Club Toy Run on December 11, 2004 from 10:30 a.m. to 1:00 p.m. Route: Start at 1225 Airway heading north to Montana, turning right on Montana and heading east to George Dieter, turning right on George Dieter and heading south to Pebble Hills, turning right on Pebble Hills and heading west and ending at the Pebble Hills Regional Command. Approximately 75 persons, 50 vehicles will take part and 20 spectators are anticipated. Request to waive fees for the necessary police traffic assistance. Signed affidavit submitted. (Districts 3 & 5) [Jody L. Stice]

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action?

Building Permits & Inspections recommends approval for the 1320 Club of El Paso to hold a toy run on December 11, 2004. The department has no objections to this event.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one? If so, when?

N/A

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*******REQUIRED AUTHORIZATION*******

LEGAL: (if required) _____ **FINANCE:** (if required) _____

OTHER:

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

DATE: November 17, 2004

TO: CITY CLERK

FROM: 1320 Club of El Paso Texas
Jody L. Stice

Telephone No. (915) 274-7259
(8:00 AM -- 5:00 PM)

Please place the following item on the **REGULAR** Agenda for the Council Meeting of:

December 7, 2004

Item should read as follows:

Discussion and action on the request of the 1320 Club of El Paso Texas to hold its 4th Annual Car Club Toy Run on December 11, 2004 from 10:30 a.m. to 1:00 p.m. Route: Start at 1225 Airway heading north to Montana, turning right on Montana and heading east to George Dieter, turning right on George Dieter and heading south to Pebble Hills, turning right on Pebble Hills and heading west and ending at the Pebble Hills Regional Command. Approximately 75 persons, 50 vehicles will take part and 20 spectators are anticipated. Request to waive fees for the necessary police traffic assistance. Signed affidavit submitted. (Districts 3 & 5) [Jody L. Stice]

SPECIAL INSTRUCTIONS:

BUILDING PERMITS & INSPECTIONS USE Item No. _____

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

☐ PARKS DEPARTMENT

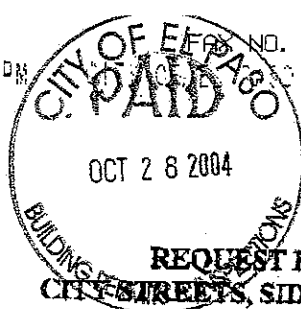
☒ ENGINEERING/TRAFFIC

☒ TXDOT

☐ STREET DEPARTMENT

☐ CIVIC CENTER

☒ COMPLETE



REQUEST FOR TEMPORARY USE OF CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES

Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. (Please note: a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

1320 Club of El Paso Texas

(Person/Organization)

Contact Person:

Name

Jody L. Stice

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event:

4th Annual Car Club Toy Run

(Moving)

☒ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other:

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other:

3. Date of Event:

December 11, 2004

Total Time of Event: from 10:30am to 1:00pm
(Time) (Time)

Time in which police traffic control services will be needed:

from 12:00pm to 1:00pm

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

11/16

Oct. 4. 2004 2:48PM

CITY OF EL PASO

NO. 7150 P. 4

4. Approximate number of participants:

15 Persons 50 Vehicles _____ Animals _____ Other _____ Specify: _____

*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: 20

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

Collecting toys for less fortunate children for
Christmas.

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: 9

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP

~~Start at Bassett Center onto Geronimo, right (east) onto Montana Av,~~
~~right onto George Dieter Dr. (South) until Montwood. Left onto Montwood~~
~~(east) until Zaragoza, right (South) on Zaragoza, left (west) onto Pellicano~~
~~DR to La Trerina. Right (north) on Lee Trevino to Pebbles Hills, then~~
Location of assembly area, if separate or different: Right again onto Pebbles Hills ending
will be at Pebbles Hills Police Station.

1225 AIRWAY, MONTANA, GEORGE DIETER, PEBBLE HILLS
PEBBLE HILLS REGIONAL COMMAND CENTER (MAP ATTACHED)

IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

Oct. 4, 2004 2:48PM CITY OF EL PASO

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6th Floor, 541-4050, for more information.

8. Amplification devices to be used: Yes ☒ No ☐

Use permitted only between the hours of 7 a.m. and 10 p.m.

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6th Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

We have an assembled team in charge on Clean up.
100 persons

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

RELEASE: In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Signature of Applicant

Date

For

(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

52009

Revised 07/2002

For Office Use Only

Event: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUN

\$15.75 Fee Paid: 32004000000000001548

\$21.00

City Council Hearing: December 7, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
☐ Street Department
☐ Civic Center

Comments:

PERMIT

EVENT: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUN

LOCATION 1225 Airway, Montana, George Dieter, Pebble Hills, Pebble Hills Regional
Command Center

DATE OF EVENT: December 11, 2004 from 10:30am to 1:00pm

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

PRX 211 10-1

To: Jovanic

North

Montana

West

East

Airway

Farwest

1225 AIRWAY

George Dieter

Pebble Hills

Police station

South

December 11





10/28/2004

4:30:02PM

Receipt #: 3200400000000001548

Date: 10/28/2004

Station ID: 3

Line Items:

Case No	Tran Code	Description	Revenue Account No	Amount Paid
	BPI_PARADE	Parade Permits - 15.7500 @ \$1.0000	36010119-404123	15.75
Line Item Total:				\$15.75

Payments:

Method	Payer	Bank No	Account No	Confirm No	How Received	Amount Paid
Cash	1320				In Person	16.00
Change					In Person	(0.25)
Payment Total:						\$15.75

A F F I D A V I T
(on behalf of an Organization)

THIS FORM IS ONLY TO BE USED BY ORGANIZATIONS REQUESTING A WAIVER OF FEES ON THE BASIS THAT THEY ARE INDIGENT. THIS FORM IS NOT TO BE USED TO MAKE A REQUEST THAT THE CITY SPONSOR OR CO-SPONSOR AN EVENT.

STATE OF TEXAS

COUNTY OF EL PASO

)
)
)
KNOW ALL MEN BY THESE PRESENTS

I, body L. Stice, as Chairman of the 4th Annual Car Club Tay Run
(Name) (Title)

the authorized representative of 1320 Club of El Paso Texas
hereinafter referred to as "ORGANIZATION." We are requesting a permit for

☐ Amplification— permit to use a sound amplifying device on a street, sidewalk, city park or other place held by the city for public use.

☒ Use of the City Streets—for a parade or temporary event as stated on our application.

On behalf of the ORGANIZATION, I state that it is indigent and unable to pay the fees required by City ordinance and therefore, we are requesting a waiver pursuant to Sections 13.28.070 or 13.32.120 of the El Paso City Code for the following, as checked, and we provide the below financial information in support of our claim of indigency:

Check one or more, as applicable:

☐ the fee for processing the application for permit.

☒ fees for the necessary police traffic assistance for a parade

☐ the fee for the use of the stage at San Jacinto Plaza (in conjunction with an amplification permit for San Jacinto Plaza).

YOU MUST BE AS SPECIFIC AS POSSIBLE IN LISTING ASSETS, DEBTS AND EXPENSES AND YOU MUST PROVIDE DOCUMENTATION.

Nature of entity 1320 Club of El Paso Texas
(corporation, association, etc.)

(continue on following page)

(AFFIDAVIT on behalf of an Organization, page 2)

Length of time of existence of entity five years

Annual income (including grants, gifts, etc) \$164.00

Property owned ~~0~~

Cash or checking accounts ~~0~~
(list the dollar amount of funds held by the organization)

Other assets ~~0~~

Debts ~~0~~

Annual expenses (state the total amount and list each expense of \$50.00 or more annually)

none

NOTE: You must attach copies of financial or other documentation of the organization that support your claim of indigency, or attach an explanation on a separate sheet as to why you cannot provide such documentation.

Has this organization, within the last two years, solicited or engaged in any fund-raising activities?

X Yes. If yes, please explain the types of activities and the results: We raised money for the Boys and Girls Club and the Battered Women's Shelter from our Annual Car Show.

 No. If no, please explain why no such activities have taken place:

(continue on following page)

(AFFIDAVIT on behalf of an Organization, page 3)

I hereby swear or affirm, under the penalty of perjury, that the information provided on this affidavit is true and correct and that the ORGANIZATION is indigent and unable to pay the fees as required by Sections 13.28.020 or 13.32.110 of the El Paso City Code. I am authorized by the ORGANIZATION to provide this information and to sign this affidavit.

This affidavit is not being submitted for the purpose of requesting that the City Council sponsor or co-sponsor an event.

Jody L. Stice
Signature of Affiant

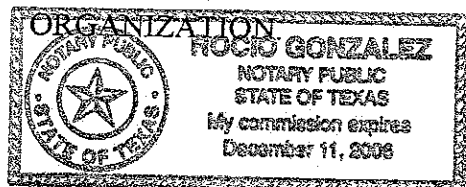
Chairman of the 4th Annual
Title Car Club Toy Run

ACKNOWLEDGEMENT

THE STATE OF TEXAS)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this 2nd day of
NOVEMBER, 2004 by JODY L. STICE
(Name)

as CHAIRMAN, on behalf of the above-named
(Title)



Rocio Gonzalez
Notary Public, State of Texas

My commission expires: 12/11/06

1320 Club of El Paso, Texas

Luis Garcia

Dear Members of the Counsel,

I am the current President of the 1320 Club of El Paso, Texas, and I am writing to request assistance for our annual toy collection. We are a registered non-profit organization that has been in existence since 1999. We are a car club with a passion for organized legal drag racing, but we also realize the benefits and responsibility to give back to our community. The 1320 Club has held several events to raise money for local charities. Also, for the past three years we have held a parade to collect toys for our community's less fortunate youth. These toys were turned over to the Pebble Hills Police, P.A.R. Unit, for distribution throughout the community. Last year we collected over four hundred toys. Unfortunately, we do not make or raise any funds for the club. The 4th Annual Car Club Toy Run will continue this annual event, which brings the community together for a good cause, and help to provide toys to deserving children. Any assistance in helping us funds the fees for the police traffic assistance would be greatly appreciated and needed.

Respectfully,

A handwritten signature in black ink, appearing to read 'Luis Garcia', with a large, stylized flourish at the end.

Luis Garcia
President
1320 Club of El Paso, Texas



Texas Department of Transportation

13301 GATEWAY BLVD. WEST • EL PASO, TEXAS 79928-5410 • (915) 790-4200

November 23, 2004

Subject: Parade
Control: 374-2
Highway: US 62/180
County: El Paso

Mr. Jody L. Stice
1320 Club of El Paso Texas

Dear Mr. Stice:

Reference is made to your application of November 23, 2004 requesting use of Montana Avenue for the proposed 1320 Club of El Paso Texas 4th Annual Car Club Toy Run on Saturday,

DECEMBER 11, 2004

It is not our desire to discourage this activity, but we need to stress the outright danger involved in using state highways for this type of activity. We must, in good judgment, recommend against the use of these highways for the proposed 1320 Club of El Paso Texas 4th Annual Car club Toy Run. If, after consideration of the danger and liability involved, your organization remains resolute in its intentions, then this department can only suggest you comply with the following guidelines to provide safety for the event:

1. The local authorities, El Paso Police Department, shall provide adequate traffic control throughout portions of the 1320 Club of El Paso Texas 4th Annual Car club Toy Run. This shall include advance warnings to motorists and motorized escorts by police units to ensure that the traveling public is aware of participants as well as more areas of safety by slowing down motorists.
2. Preparation and termination areas of event shall be located off the highway right-of-way.
3. It is recommended the event proceed in the same direction as the normal traffic flow.

If you have any questions concerning this matter, please contact Mr. Raymond Lucero at (915) 790-4308.

Sincerely,

Edgar E. Fino, P.E.
Traffic Engineer

COPY

: Mo

For Office Use Only

Event: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUN\$15.75 Fee Paid: 32004000000000001548

\$21.00

City Council Hearing: December 7, 2004

Copy to:

☒ Police Department☒ Fire Department☒ Sun Metro☐ Parks Department☒ Engineering-Traffic Div.☒ Highway Department☐ Street Department☐ Civic Center

Comments:

TRAFFIC HAS NO OBJECTIONS TO PROPOSED
Event. Traffic Control By Police OfficersC. S. J.
11/17/04PERMITEVENT: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUNLOCATION: 1225 Airway, Montana, George Dieter, Pebble Hills, Pebble Hills Regional Command CenterDATE OF EVENT: December 11, 2004 from 10:30am to 1:00pmCity Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.BUILDING PERMITS & INSPECTIONS DIRECTOR

Nov. 17. 2004 4:22PM CITY OF EL PASO

No. 9629 P. 6/12

For Office Use Only

Event: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUN\$15.75 Fee Paid: 32004000000000001548

\$21.00

City Council Hearing: December 7, 2004

Copy to:

☒ Police Department☒ Fire Department☒ Sun Metro☐ Parks Department☒ Engineering-Traffic Div.☒ Highway Department☐ Street Department☐ Civic Center

Comments:

SUN Metro has no objection to
the event.L. Lujan 11/17/04**PERMIT**EVENT: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUNLOCATION 1225 Airway, Montana, George Dieter, Pebble Hills, Pebble Hills Regional
Command CenterDATE OF EVENT: December 11, 2004 from 10:30am to 1:00pmCity Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUN\$15.75 Fee Paid: 32004000000000001548

\$21.00

City Council Hearing: December 7, 2004

Copy to:

☒ Police Department☒ Fire Department *MR*☒ Sun Metro☐ Parks Department☒ Engineering-Traffic Div.☒ Highway Department☐ Street Department☐ Civic Center

Comments:

PERMITEVENT: 1320 CLUB OF EL PASO TEXAS 4TH ANNUAL CAR CLUB TOY RUNLOCATION 1225 Airway, Montana, George Dieter, Pebble Hills, Pebble Hills Regional
Command CenterDATE OF EVENT: December 11, 2004 from 10:30am to 1:00pmCity Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: 1320 Club of El Paso Texas 4th Annual Car Club Toy Run

\$15.75 ☐ Fee Paid: 3200400000000001548
\$21.00 ☐ Date

City Council Hearing: December 7, 2004
Date

Copy To:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Engineering - Traffic Div.
☒ Highway Department
☐ Street Department

Comments:

The El Paso Police Department has no objections with this event.

The Department will police the event with 11 officers and 11 vehicles.

Estimated cost to city: \$319.50 Estimated cost to applicant: \$505.50

PR 04-162

PERMIT

EVENT 1320 Club of El Paso Texas 4th Annual Car Club Toy Run

LOCATION: 1225 Airway, Montana, George Dieter, Pebble Hills, Pebble Hills Regional Command Center

DATE OF EVENT: December 11, 2004 from 10:30 A.M. to 1:00 P.M.

CITY COUNCIL ACTION: ☐ Approve ☐ Disapprove ☐ Approve w/ Mod

Date Permit Issued: _____ Permit No.: _____

Building Permits & Inspections Director

JOE WARDY
MAYOR

JOYCE WILSON
CITY MANAGER

R. ALAN SHUBERT, P.E.
DIRECTOR



November 29, 2004

**BUILDING PERMITS &
INSPECTIONS DEPARTMENT**

CITY COUNCIL

SUSAN AUSTIN
DISTRICT NO. 1

ROBERT A. CUSHING, JR.
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO
DISTRICT NO. 3

JOHN F. COOK
DISTRICT NO. 4

PAUL J. ESCOBAR
DISTRICT NO. 6

VIVIAN ROJAS
DISTRICT NO. 7

ANTHONY W. COBOS
DISTRICT NO. 8

1320 Club of El Paso
Jody L. Stice

FROM: Building Permits & Inspections
SUBJECT: Application for use of City Streets/Sidewalks (in connection with a
Parade, Walk, Run, etc.)

This is only a recommendation from Building Permits & Inspections to the Mayor and Council. They will make the final determination at the City Council Meeting on December 7, 2004 at 9:00am. We recommend a representative be present to answer any questions that City Council may have.

REQUEST:

Discussion and action on the request of the 1320 Club of El Paso Texas to hold its 4th Annual Car Club Toy Run on December 11, 2004 from 10:30 a.m. to 1:00 p.m. Route: Start at 1225 Airway heading north to Montana, turning right on Montana and heading east to George Dieter, turning right on George Dieter and heading south to Pebble Hills, turning right on Pebble Hills and heading west and ending at the Pebble Hills Regional Command. Approximately 75 persons, 50 vehicles will take part and 20 spectators are anticipated. Request to waive fees for the necessary police traffic assistance. Signed affidavit submitted. (Districts 3 & 5) [Jody L. Stice] Permit#: 04-162

RESPONSES:

No objections from Fire, Sun Metro, Traffic/Engineering, TX-Dot. The El Paso Police Department has no objections with this event. The Department will police the event with 11 officers and 11 vehicles. Estimated cost to city: \$319.50. Estimated cost to applicant: \$505.50. The Office of Building Permits & Inspections recommends approval.

A handwritten signature in black ink, appearing to read "R. Alan Shubert", is written over a horizontal line.

**R. ALAN SHUBERT, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR**

#2 Civic Center Plaza, 5TH Floor, El Paso, Texas 79901
915.541.4557 Telephone • 915.541.4814 Fax • www.elpasotexas.gov